

101
58
,





CONSTITUTION, BY-LAWS,

RULES OF ORDER, ETC.,

OF

GRAND RIVER LODGE, No. 91,

I. O. O. F.



RECEIVED
AUG 22 1892

UNDER THE JURISDICTION OF THE GRAND LODGE OF ONTARIO

INSTITUTED AT PARIS, ONT., MAY 31, 1872.

RECEIVED
SEP 22 1892

TORONTO.

"DOMINION ODDFELLOW" PRINT, 5 JORDAN ST.

1891.

CERTIFICATE OF MEMBERSHIP.



Grand River Lodge, No. 91, I.O.O.F., Paris, Ont.

This is to Certify that Bro.....

..... was duly admitted a member of this

Lodge by on the

day of in the year of our Lord One Thousand

Eight Hundred and.....

..... N. G.

..... R. S.

PREFACE.

ODDFELLOWSHIP having increased so rapidly, and spread its organization within a few years far and wide over the civilized world, has naturally attracted the attention of nearly all classes of the community.

Seventy-two years have scarcely passed since the birth of American Oddfellowship, and now over six hundred thousand men are among its votaries. It cannot be said that its rapid growth was the result of accident, or in consequence of its novelty; for it was solely because of its adaptation to the wants of mankind. Oddfellowship teaches in the most beautiful and forcible manner the all-important lesson of *Fraternity*—that all men are of one family, and are therefore brethren.

The great duties of our Order, by and through which we aim to improve and exalt the character of our Members are five in number: 1st, *To visit the sick*; 2nd, *To relieve the distressed*; 3rd, *To bury the dead*; 4th, *To educate the orphan*; 5th, *To aid the widow*. And in obedience to these commands nearly three million dollars have been expended during the past year for these noble purposes. Yet Oddfellowship is not merely a beneficial society, having for its single purpose the relief of its Members in the struggles incident to human society. It seeks to improve and elevate the character of man—to imbue him with proper conceptions of his capabilities for good, to enlighten his mind, and to enlarge the sphere of his affections. It, therefore, commends itself alike to the high, the low, the rich, and the poor, as one of the noblest charities the world ever saw.

The principles of Oddfellowship are those of humanity and religion; its object is to promote the general good of mankind, and spread abroad the light of morality and knowledge. It not only benefits the common cause of philanthropy, but insures to its Members in the hour of adversity and tribulation a source of safety and comfort that none can destroy.

The ties that bind us together are never surrendered; our claims of brotherhood are only dissolved by death—no, not even death can rend them—they descend to the widow and orphan.

The language of our Order is more potent than any strain of eloquence that ever fell upon the ear. A stranger, penniless and friendless in a foreign land, breathes its tones, and his necessities are relieved. Sickness comes and lays its paralyzing hand upon him, and though no friends or relatives are near, a Brother of the "Mystic Tie" administers to his wants and soothes his distresses. The sick among our own Brethren are not left to the cold hand of public charity : they are visited, and their wants provided for, out of the fund they themselves have contributed to raise, and which, in times of need, they can honourably claim without the humiliation of suing for public or individual relief, from which the freeborn mind recoils with disdain, until overwhelmed in insufferable want and misery. We are obliged, if need be, to perform the last solemn office to the remains of a departed Brother, and see them consigned with respectful decency to the bosom of our mother earth. To the living our fraternal solicitude is no less exercised. It is our enjoined duty to watch over the conduct of Brethren, even in their common intercourse with men, as well as one with another ; and to remonstrate with those who wander from the paths of rectitude or trespass upon the rules of morality.

It has been said that ours is a secret Order, and that secrecy is dissonant with innocence. True it is, that we are in part a secret society ; but is secrecy a crime ? The world itself, the universe, the God of eternal truth, are surrounded with an impenetrable veil that no mortal eye ever pierced ; and shall it be denied that these exist because their secrets are not revealed at our bidding ? Shall we pronounce them evil because their operations are hidden from our view and above our comprehension ?

So far from secrecy being an objection to our Order, we claim it as a recommendation. It is the Mystic Tie that binds us together in indissoluble Brotherhood, prompting us to deeds of brotherly love and benevolence : it comes and entwines itself around our fraternity, like the refreshing yet invisible breeze that at summer noontide fans our burning forehead, invigorating the system with its coolness, and gladdening our hearts with its freshness and purity. In this respect we have the sanction of ages. We challenge any one to point out a single nation or people, whose career is sketched on the page of history, among whom there did not exist secret institutions. To go further, there is not an enlightened Government now existing on the face of the globe that does not permit its legislative councils to resolve themselves into secret conclave.

Even in our own country, under our own Constitution, the legislative bodies can close their doors, and sit for days for weeks, for months, concocting measures of vital importance to the entire population, and should any member of that body dare to reveal its operations he would subject himself to the severest censure, if not to expulsion.

To be initiated as a Member of our Order is not, as many suppose, "to take a leap in the dark." The fundamental principles of the Order are before the world; its deeds are not concealed from public scrutiny; while the Constitution and Laws of our Society are within the reach of all who wish to examine them. But then, our mysteries within the *inner* veil of our altars, that none except Members of the fraternity are permitted to behold: solemn and sublime truths are there inculcated that have never reached the ear of any save those who have proved themselves worthy of the sacred trust. They have remained there for ages—hallowed archives in the sanctuary of our temple—and have never crossed its portal; and there, we hope and pray, they will ever remain, unsullied, inviolate and untarnished.

Our Order is the handmaid of virtue and religion, and it must flourish. It calls into life and action the best and holiest feelings of our nature, and success must crown our efforts. Our course is onward, and we may look forward with confidence to a day, not far distant, when our Society shall find an abiding place in every village and hamlet in our land, and the smoke of our altars shall go up from a thousand hills.

CONSTITUTION.

AS ADOPTED AT TORONTO, AUGUST 14TH, 1890.

PREAMBLE.

BY the authority vested in it by its Charter, and by the laws and usages of the Order, the Grand Lodge of Ontario, of the Independent Order of Oddfellows, hereby ordains the following as the CONSTITUTION of all Subordinate Lodges working under its immediate jurisdiction :--

TITLES AND POWERS.

CLAUSE 1.—This lodge shall be constituted of at least five members of the Third Degree, or Degree of Truth, and shall be hailed and entitled

GRAND RIVER LODGE, No. 91, I.O.O.F., OF PARIS, ONT., and shall possess the full powers and privileges of a Subordinate Lodge, holding a legal, unreclaimed and valid Charter. duly granted and formally presented by the Grand Lodge of Ontario.

MEMBERSHIP.

CLAUSE 2.—Candidates for membership, by initiation, in this lodge, must be free, white males, of not less than twenty-one years of age, of good moral character, and in sound health, and resident within the jurisdiction of this Lodge.

CLAUSE 3.—Every application for membership must be submitted in writing in the form provided by the Sovereign Grand Lodge, and must be accompanied by a reference to at least two other members of the Lodge, and a certificate of good health from a physician selected by the Lodge, on the form provided by the Grand Lodge.

CLAUSE 4.—The application so made shall be referred to a committee of three members, two of whom shall be appointed by the N. G., and one by the V. G., who shall report thereon at the next regular meeting unless excused by a two-thirds vote of the members present, or unless the application be withdrawn by the proposer.

CLAUSE 5.—A ballot shall be taken on the application immediately after the presentation of such report, when, if less than three black balls be found, the candidate shall be accepted ; if three or more, he shall be rejected, and so declared ; and any proposition fee prepaid by him shall be returned.

CLAUSE 6.—Any Brother or Ancient Oddfellow, desirous of joining this Lodge, must present a Withdrawal Card or Dismissal Certificate from the Lodge of which he was previously a member, and his application shall then be disposed of according to the above regulations, provided that, in case of the application of a brother, who, within six months previous to such application, has been a member of a Lodge which has merged into or united with this Lodge, the vote necessary to receive shall be a majority vote by ballot.

CLAUSE 7.—Any candidate requiring admission more than thirteen weeks after his election must be again proposed and balloted for, as in the case of a new candidate.

CLAUSE 8.—The rejection of any candidate for membership shall be immediately intimated to every Subordinate Lodge in the city, town or village in which such rejection takes place.)

CLAUSE 9.—No candidate for membership by initiation who has been rejected can again be proposed until at least six months after his rejection.

CLAUSE 10.—No person shall be admitted to honorary membership in this Lodge, nor hold membership in this or any other Subordinate Lodge in this Order at the same time.

CLAUSE 11.—No proposition for membership, either by initiation or by card, shall be received or acted upon, if the applicant's residence be out of this jurisdiction (without the consent of the Grand Master of the jurisdiction in which he resides), nor if his residence be nearer to any other Lodge by the nearest travelled route, unless consent of the latter be obtained ; and in the event of the violation of this clause, this Lodge shall pay over all fees received from such applicant to the Lodge within whose jurisdiction he resided, and shall also be liable to suspension by the Grand Lodge or Grand Master.

CLAUSE 12.—This Constitution for the government of Subordinate Lodges, and the By-laws and Rules of Order made thereunder, and the Constitution and By-laws and Rules of Order of the Grand Lodge of Ontario, shall constitute the

contract between the Order and each member thereof ; and every member from the time of his initiation or admission by card, and so long as he continues in membership in the Order, shall be bound by every clause and article therein contained, and shall be subject thereto in every particular.

CLAUSE 13.—Every member shall sign the Constitution and By-laws of this Lodge on his admission thereto, but such signature shall not be necessary for the authentication of the aforesaid contract, which contract is complete by the member's initiation or admission by card, such admission by card dating always from the time that he has been accepted by vote of this Lodge ; and every member shall be subject to the said laws as aforesaid, although he may not have signed his name thereto.

DEGREES.

CLAUSE 14.—Every member previous to his receiving any of the degrees shall present a certificate from the P. S. that he is not in arrears to the lodge, and that he has paid all charges for the said degree ; after which he shall be balloted for. Balloting shall be had when the lodge is open in the Third Degree, and one ballot shall be taken for all the degrees for which he has applied.

CLAUSE 15.—If, on such ballot, three or more black balls appear, the applicant shall be rejected, otherwise he shall be considered eligible, and shall be admitted to the Degree or Degrees applied for. In case of rejection he shall not be again balloted for to receive the Degrees unless two weeks' notice is given immediately preceding the meeting at which such ballot is taken.

CARDS.

CLAUSE 16.—Any member in good standing and clear of the books, desiring to withdraw from this Lodge, may signify such desire either personally in open Lodge or by a letter addressed to the Secretary, whereupon the Lodge shall proceed to a ballot, with ball ballots, and a majority vote of the members present shall be necessary to the granting of such Withdrawal Card. If a majority of the members present refuse to grant such Card, the applicant therefor may tender a written resignation of his membership, and shall be entitled to receive from the Secretary, under the seal of the Lodge, a certificate that he has resigned membership, and such certificate shall be sufficient evidence that the member was in good

standing at the time of his resignation ; provided that, upon the refusal of the Card, the member applying for the same shall have the right of appeal to the Grand Lodge.

CLAUSE 17.—Any member of this Lodge in good standing and free from all charges shall be entitled to a Visiting Card on payment of all dues for the period for which said Card is required, and of a fee not exceeding fifty cents. During recess of the Lodge such Card may be issued by the N. G. and Secretary.

RE-ADMISSION.

CLAUSE 18.—Should any member receiving a Withdrawal Card from this Lodge apply within twelve months thereafter to be re-admitted to membership and be accepted, the Lodge may remit in his favour the entrance fee, or any portion thereof.

OFFICERS.

ELECTIVE OFFICERS.

CLAUSE 19.—The elective officers of this Lodge shall be Noble Grand, Vice-Grand, Recording Secretary, Permanent Secretary and Treasurer.

CLAUSE 20.—No brother shall be eligible for the office of N.G. until he has served a term as V.G., nor of V.G. until he has served a term in some inferior office, except that of Chaplain, has attained the Third Degree and is in good standing. All officers shall be eligible for re-election.

CLAUSE 21.—Nominations for the elective offices shall be made only at the two meetings next preceding that fixed for the elections thereto, and no nominee shall be balloted for who has not signified his willingness to accept the office for which he may be named.

CLAUSE 22.—The election of officers shall take place at the last regular meeting in each term. If for any elective office, or for the office of Representative to the Grand Lodge, only one member shall be in nomination, such member shall be declared elected by acclamation ; should there be two or more candidates duly nominated, the members present shall proceed to elect one of such candidates by ballot ; and only members in good standing shall be entitled to vote.

CLAUSE 23.—A majority of all the legal votes cast shall be necessary to election. Should there be no choice of an officer on any ballot, a new ballot shall forthwith take place, and

after each ballot the name of each candidate who may have received the smallest number of votes, as well as those who shall receive no votes, shall be withdrawn.

APPOINTED OFFICERS.

CLAUSE 24. —The appointed officers of this Lodge shall be W., C., O.G., I.G., R.S.N.G., L.S.N.G., R.S.V.G., L.S.V.G., R.S.S. and L.S.S., and the Lodge may at its option add a Chaplain.

CLAUSE 25. —These officers shall be appointed by the N.G., immediately after his installation, except the R.S.V.G. and L. S. V. G., who shall be appointed at the same time by the V. G.

CLAUSE 26. —All members appointed as officers must be in good standing and must have attained to the Third Degree.

CLAUSE 27. —The N. G., with the consent of the Lodge, may appoint as O. G. a brother of the Third Degree belonging to any other Lodge in this jurisdiction.

CLAUSE 28. —This Lodge may at any time elect a Physician, Solicitor, or other officer, required for the operation of the legitimate work of the Lodge, but the person so elected, shall not, as such officer, be subject to any of the laws of the Order relating to membership, qualification, or honours, and may be elected under a by-law, resolution, or in any manner and at any time that the Lodge may decide.

INSTALLATION.

CLAUSE 29. —The officers of this Lodge shall be installed at the first regular meeting in the term for which they have been elected or appointed, except that the installation of an officer chosen to fill a vacancy may take place on the night of his election or appointment. An officer re-elected or re-appointed must be again installed.

VACANCIES IN OFFICE.

CLAUSE 30. —Any office, the occupant of which may have been absent without satisfactory excuse from three successive regular meetings, may be declared vacant by vote of the Lodge, on a motion to that effect, provided notice of such motion has been given at the regular meeting previous to that at which the vote is to be taken.

CLAUSE 31.—Any vacancy in office by resignation, death or otherwise, shall be filled by election or appointment, as the case may be. In the case of elective officers, the election may take place on the second night of nomination ; and the members so elected or appointed shall be entitled to the privileges and honors of the office, provided they complete the term.

DUTIES AND POWERS.

CLAUSE 32.—The officers of this Lodge shall perform such duties and be invested with such powers as are prescribed by the Charge Books and Usages of the Order, the Laws of the Grand Lodge of Ontario and of the Sovereign Grand Lodge, and the By-laws and Resolutions of this Lodge.

SESSIONS, TERMS AND RETURNS.

SESSIONS.

CLAUSE 33.—This Lodge shall hold its meetings weekly or semi-monthly, on such evening and at such time as may be provided by its By-laws, provided always, that if its terms are semi-monthly, twenty-six nights' service shall constitute the term of office, and if yearly not less than twenty-four.

CLAUSE 34.—Special sessions may be called by the N. G., or, in the absence of that officer from the place, by the V. G., such notice therefor being given as may be required by the By-laws of the Lodge. The notice shall contain the particular reason for calling the same, and no business but that expressed in such notice shall be entered upon at such special meeting. It shall be the duty of the N. G. to call a special meeting when requested in writing so to do by not less than five members.

CLAUSE 35.—Should any regular meeting fall upon any legally established or recognized holiday, the Lodge may, by resolution passed at the preceding regular meeting, omit such meeting ; and any business that should by law or resolution be transacted at that time shall be taken up at the regular meeting following.

CLAUSE 36.—No business shall be transacted at any regular or special meeting, unless at least five members of this Lodge be then present, nor otherwise than according to Rules of Order annexed to this Constitution.

CLAUSE 37.—Members of other Lodges may be admitted as

visitors, provided they give the password for the term, present a proper card, or are introduced by an elective Grand Officer, or by any Representative to the Sovereign Grand Lodge from the Grand Lodge or Grand Encampment of Ontario.

TERMS.

CLAUSE 38.—The terms of this Lodge shall be semi-annual or annual, as provided by its By-laws, and shall commence on the first regular meetings in July and January respectively if semi-annual, and on the first regular meeting in January if annual.

CLAUSE 39.—Every term shall be held to close on the day on which the succeeding one may commence, and at the moment the Lodge opens.

RETURNS.

CLAUSE 40.—It shall be the duty of the N. G. and P. S. to prepare and forward to the Grand Secretary of Ontario, immediately on the expiry of their term of office, a regular return of the work of such term, with the result of election of officers, etc., in accordance with such blank form of semi-annual or annual return as the Grand Lodge may from time to time direct to be used.

CLAUSE 41.—Such semi-annual return shall be accompanied by the amount due the Grand Lodge, the same being twenty-five cents for each unsuspended member on said return.

CLAUSE 42.—A fine of two dollars shall be payable by this Lodge for every month that may elapse after the close of any semi-annual term and until the returns required by the preceding clauses are placed in the possession of the Grand Lodge; and a further fine of fifty cents per day for every day that shall elapse after the 25th day of July, until the returns for term preceding are sent to the Grand Secretary.

CLAUSE 43.—Should this Lodge, or the officers thereof, fail to make the returns required by the preceding clauses for twelve months, it shall thereby become liable to the forfeiture of its Charter, and it shall be the duty of the last installed officers to transmit or surrender to the Grand Master, on requisition from him to that effect (or to such other brother as may be appointed by the Grand Lodge or Grand Master to receive the same), the Charter, books, papers, furniture and funds of the Lodge.

FUNDS.

CONTRIBUTIONS.

CLAUSE 44.—There shall be one general fund for the payment of all benefits, charity and expenses of maintenance; but the Lodge may provide, by its By-laws, for the institution of a special fund or funds, for any of the benevolent purposes contemplated by the Order.

CLAUSE 45.—The receipts and disbursements on account of any special fund shall be kept separate and distinct from the general fund, and any money appropriated to a 'Widows' and Orphans' fund shall be used only for the payment of benefits and relief to the widows and orphans of deceased members of this Lodge. No portion of the regular dues, initiation or degree fees of the Lodge shall be applied to a contingent fund or special fund provided for amusement or entertainment purposes, or for any purpose other than the payment of benefits, relief and general maintenance.

CLAUSE 46.—The initiation fee of this Lodge must be paid, in every case, previous to the admission of the candidate, and shall not be less than five dollars; and the fees for Degrees shall not be at a less rate than two dollars for each of the three Degrees.

CLAUSE 47.—The contribution of each member to the general fund of this Lodge shall be determined by By-laws, provided it be not less than ten cents per week; and the Lodge may require the same to be paid quarterly in advance.

CLAUSE 48.—The fee for a Withdrawal or Visiting Card shall not exceed fifty cents, and may be applied to the general fund or any special fund, as the Lodge may provide by its By-laws.

CLAUSE 49.—Such moneys in possession of the Lodge as may not be required for immediate use may be invested in stock debentures, or securities of the Government of Canada, or of the Province of Ontario, or in securities which are a first charge on lands held in fee simple; but in no case shall they be loaned to members of the Order, nor shall they be loaned to individuals on personal security, or invested in private enterprises of any kind.

CLAUSE 50.—Whenever the available cash assets of this Lodge shall be reduced below an amount equal to ten dollars for each unsuspended member, the Lodge may, either by

By-law or by resolution adopted after two weeks' notice, assess its members equally in a sum sufficient to increase the funds to the amount required to make up the deficiency.

DISBURSEMENTS.

CLAUSE 51.—Every member, qualified as required by the By-laws, if rendered incapable of following his usual or other attainable occupation by sickness or disability (not occasioned by drunkenness or other immoral conduct on his part) or by reason of infirmity from old age, having no available means of support, shall be entitled to receive from the General Fund such weekly sick benefit as may be fixed by the By-laws, provided such weekly benefit shall not exceed one-half the amount of the annual receipts per member, from dues and permanent investments. The Lodge shall not be held to pay such benefit for any term of sickness shorter than one week; but after one week's sickness the Brother shall be entitled to benefits for each additional day or days that he may be ill.

CLAUSE 52.—The Lodge may provide by its By-laws for the reduction of the weekly sick benefit payable to any member after such member has received benefits for twelve months of continuous sickness, and such By-law shall apply to any member who may be receiving benefits at the time of its adoption.

CLAUSE 53.—In case of the death of a member, qualified as required by the By-laws, there shall be paid to his widow, children or other relatives who may at the time of his death have been depending on him for support, a Funeral Benefit, in such sum as may be fixed by the By-laws of this Lodge. In the event of the deceased member leaving no such dependent relative, the said Funeral Benefit, or as much thereof as may be necessary, shall be applied by the Lodge to defraying his funeral expenses—if any are incurred.

CLAUSE 54.—The Lodge may, by its By-laws, make such provisions as shall seem meet for the relief of members in a state of pecuniary distress.

CLAUSE 55.—The Lodge shall make such disposition of its Widows' and Orphans' Fund for the relief and benefit of the widows and orphans of deceased members of this Lodge, who were in good standing as required by the By-laws at the time of their decease, as it shall see fit, except by annuity.

CLAUSE 56.—The Lodge may, by By-law, fix the time after admission at which a member shall become entitled to benefits, but a member admitted on an unexpired Withdrawal Card shall be entitled to benefits immediately upon his admission to membership.

PENALTIES.

CLAUSE 57.—Any member who shall violate any of the laws, principles or practices of the Order, or any part of the Constitution or By-laws of this Lodge, shall be subject to be fined, reprimanded, suspended or expelled, as the By-laws may direct, ancient usage require, or the Lodge determine.

TRIALS.

CLAUSE 58.—Every member charged with an offence involving reprimand, suspension or expulsion (unless for non-payment of dues), shall be entitled to a fair trial, in accordance with the provision of this Constitution, and of the Rules of Procedure on Trials adopted by the Grand Lodge.

CLAUSE 59.—No member of this Lodge shall be put on trial, unless charges duly specifying his alleged offence shall be first submitted to the Lodge in writing by one or more members of the Order in good standing.

CLAUSE 60.—Any charge or charges so preferred shall be referred to a committee of five members, to be chosen by ballot, three of whom shall be a quorum; which committee shall, with as little delay as the case will admit, summon the parties, and examine and determine the matter in question, in accordance with the Constitution and Rules of Procedure on Trials. In selecting this committee, only one name shall be written upon any ballot.

CLAUSE 61.—Should the report of the Trial Committee not recommend the suspension or expulsion of the member under trial, it shall be acted upon by the Lodge on the night it is presented, unless objection is taken by any member, in which case action shall be deferred until the next regular meeting. Should the Lodge adopt the report of the committee, such action shall be final, unless appeal is taken to the Grand Lodge.

CLAUSE 62.—Should the Committee report in favour of suspending or expelling the member, a motion to that effect shall be submitted to the Lodge by two or more of their members, in their name.

CLAUSE 63.—Any motion for the suspension or expulsion of a member shall be announced at the two regular meetings previous to that on which it is to be decided, which last meeting the member under charge shall be summoned to attend ; and at the time so appointed, whether the implicated member be present or not, the Lodge may proceed to consider and determine the question, and may either alter, amend, adopt or reject the motion made on behalf of the Trial Committee.

CLAUSE 64.—Any member interested shall have the right of appeal to the Grand Lodge of Ontario, provided such appeal be forwarded to the Grand Secretary within two months from the date of the action of the Lodge on the matter to be appealed against, said appeal to be prosecuted in the manner prescribed in the By-laws of the Grand Lodge ; and no member shall carry the case to any of the Civil Courts until after the same has been adjudicated upon by the Grand Lodge of Ontario, and, on further appeal, by the Sovereign Grand Lodge.

CLAUSE 65.—When any member suspended for a definite period, for any other cause than non-payment of dues, desires to be reinstated before the expiration of his suspension, or, having been expelled, desires reinstatement, his case shall be referred to a committee of five members, who, after due investigation, shall report at the next regular meeting, and if a majority of the members then present shall vote in his favour, he shall thereupon be declared eligible for reinstatement, and, with the consent of the Grand Lodge, may be reinstated.

CLAUSE 66.—No member shall be reinstated until he shall have paid any arrearages against him at the time of his suspension, and all dues and assessments that may have accrued since that date, except in case of a member dropped for non-payment of dues.

CLAUSE 67.—No member who has been dropped from membership for non-payment of dues, except members of defunct Lodges and those possessing dismissal certificates, shall be again admitted to membership in any Lodge of this Order without the consent of the Lodge from which he was expelled or dropped ; and in no case shall he be re-admitted without compliance with all the forms for new applicants, excepting the ceremony of Initiation, and excepting also that in the case of a non-resident he shall not be required to re-sign the Constitution.

CLAUSE 68.—Any member of this Lodge who is in arrears for dues for one year shall be reported to the Lodge by the P. S., and on such report shall be dropped from membership, unless the Lodge, by resolution, extend the time of payment, which extension shall in no case exceed six months; provided that a member under suspension for any cause for a definite period shall not be dropped from membership until the expiration of his term of suspension.

BY-LAWS.

CLAUSE 69.—This Lodge shall stand fully invested with the power to adopt, from time to time, such By-laws and resolutions as may be deemed expedient, and to repeal, alter or amend the same; provided they do not in anywise contravene any part of this Constitution, the Constitution and By-laws of the Grand Lodge of Ontario, or the laws, principles or customs of the Order.

CLAUSE 70.—All such By-laws shall be immediately forwarded in duplicate to the Grand Secretary, authenticated by the seal of the Lodge, and the signature of the N. G. and Secretary, one copy to be retained by the Grand Lodge and the other to be returned to the Lodge, certified as approved, or otherwise, as the case may be; and no such By-laws shall be operative until approved by the Grand Lodge, or, in its recess, by its Committee on Laws of Subordinates.

AMENDMENTS.

CLAUSE 71.—This Constitution and the Rules of Procedure on Trials, and Rules of Order for Subordinate Lodges, or any part thereof, shall not be altered, amended, suspended or annulled, unless by action of the Grand Lodge of Ontario, and then only by a two-thirds vote of the Representatives present and voting.

RULES OF PROCEDURE ON TRIALS.

1st.—All charges against members of this Order shall be drawn substantially in the manner prescribed in "Form A," and be submitted direct to the lodge of which the accused is a member, in duplicate, signed by a member of the Order in good standing. The general charge shall be an averment of "Conduct unbecoming an Oddfellow," followed by specification or specifications, stating the time, place and circumstances of the offence or offences.

2nd.—The lodge shall, immediately after the reading of the charge, choose by ballot a Committee of five, as near as possible from among the peers of the accused, three of whom shall be a quorum, to whom the charge shall be referred. In selecting this Committee only one name shall be written upon any ballot, and the first elected shall be the Convener thereof.

3rd.—The accused or accuser, or any member of the Lodge acting for either of them, may challenge, for cause, any name appearing on the ballot. The grounds of challenge shall be stated and considered by the Lodge, and a majority vote shall be necessary to sustain the objection made.

4th.—The Secretary shall affix the seal of the Lodge to one copy of the charge and specifications, and certify it substantially according to "Form B," and serve or cause the same to be served upon the accused, either personally or by leaving it at his usual place of residence. The Secretary shall also certify under seal the duplicate charge and deliver it to the Convener of the Committee, with the notice, according to "Form C," of these rules.

5th.—The accused shall, within one week from the receipt by him of the charge and specifications, serve his plea or answer to the same upon the Convener of the Committee, by either or several of the answers shown in "Form E."

6th.—The Convener of the Committee shall, on receipt of the plea in defence, or at the expiration of the time limited therefor, with reasonable diligence, call a meeting of the

Committee, to attend which the accuser or accused shall be served with personal notice, if they can be found, or by leaving the same at their usual place of residence, according to "Form D," at least one week prior to the time fixed for trial.

7th.—At the meeting, a Chairman and Secretary shall be appointed and the trial proceed by examination of the parties and witnesses on their behalf. Either party may amend their proceedings by leave of the Committee.

8th.—The report of the Committee shall state their finding on each specification of the charge, according to "Form F," and shall be accompanied by an accurate record of their proceedings, rulings and decisions, together with the original evidence taken during the trial, which shall be submitted to the lodge within a reasonable time after the case has been submitted to them. Should there be a minority report, it may be presented in a similar manner at the same time. The minutes of the Committee should show :

I. The date and place of each meeting, and the parties present.

II. The exceptions taken by either party, and the decisions thereon.

III. Parol evidence in full, subscribed by the witnesses.

IV. All documentary evidence, marked as exhibits.

9th.—The finding of the Committee shall be entered in the lodge minutes by the Secretary, who shall forthwith notify both parties that the report has been submitted, and all parties shall be entitled to make a copy thereof.

10th.—The lodge shall take up the report for consideration at the regular meeting to be held two weeks after it has been submitted, and may amend, affirm or reverse the finding of the Committee upon any one or all of the allegations in the charge or their ruling thereon.

11th.—The final decision of the lodge shall be notified to both parties by the Secretary, immediately,

12th.—Either party may appeal from the decision of the lodge to the Grand Lodge, within three months from the action of the lodge thereon. The lodge shall transmit to the Grand Secretary a copy of all the proceedings, regularly certified, upon receiving the costs and charges of copying and mailing the same.

FORM A.—CHARGE AND SPECIFICATIONS.

To..... Lodge No.....I.O.O.F.:

The undersigned, a member in good standing of.....Lodge No..... does hereby charge Bro. A. B. of.....Lodge No..... with conduct unbecoming an Oddfellow; the grounds of such charge being more fully set forth in the following specifications, to wit:

1st. For that he, the said A. B., did, on the.....day of..... 189..... at the (*Specify the offence and circumstances, and continue with further specifications. Each separate thing in violation of law to be under a separate place in the charge.*)

Contrary to the laws and usages of the Order.

Date.....

(Signed,)

B. B.

FORM B.—NOTICE OF CHARGE TO THE ACCUSED.

(Date).....189.....

Bro.....I hereby enclose a copy of charge and specifications preferred against you by.....of..... The same was referred to a committee, consisting of.....(*give names*).....You are required to file your answer to the charge and specifications, according to the form prescribed, within one week from the service of this notice, with the first named member of the committee, who will notify you of the time and place of trial.

Fraternally,Secretary.

FORM C.—NOTICE TO CONVENER OF COMMITTEE.

To Bro..... (Date).....189.....

I enclose you a charge preferred by..... against..... which charge was referred to..... (*give names*) for trial of which committee you are convener. The accused was served with a copy of the charge on the.....day of..... and notified to file his answer thereto with you within one week, when you will cause the committee to meet and proceed with the trial.

Fraternally,Secretary.

FORM D.—NOTICE TO ACCUSER OR ACCUSED.

(Date).....189.....

To.....A.B. or C.D. (*as the case may be, one to each party*).

The Committee on Trial of the charge and specifications made by..... against..... will meet at..... on..... day of..... at..... o'clock p.m., to hear and determine the same. You are required to attend with your witnesses, and (*prosecute or defend the same as the case may be.*)

I am yours fraternally,

.....Convener of Committee.

FORM E.—PLEAS IN DEFENCE.

1. A.B. mentioned in the charge and specifications, preferred by B.B., on the.....day of.....say :

1st. That the offence in the charge mentioned is not within the legal jurisdiction of the lodge.

2nd. That I am not guilty.

3rd. Guilty.

4th. I admit the fact stated, but will justify the alleged offence.

5th. The complaint is frivolous.

FORM F.—REPORT OF COMMITTEE ON TRIAL.

(Date).....189..

To.....Lodge No.....I.O.O.F. :

The undersigned (*a majority of the*) committee appointed to investigate the charge and specifications preferred by.....against.....respectfully report as follows:—(*state finding on each specification.*) The minutes of the committee, evidence taken, and papers pertaining to the trial, are submitted herewith.

(Signed by the Committee.)

FORM G.—DECLARATION OF WITNESS.

You sincerely declare, upon your honour as an Oddfellow, that the evidence you shall give in the matter of.....against.....now pending, shall be the truth, the whole truth, and nothing but the truth. Thus you declare.

(The following additional forms are recommended by the Sovereign Grand Lodge as are here submitted, modified to suit the laws and usages of this jurisdiction. Notices to accused and to witnesses should, if possible, be delivered personally, and should be endorsed on the back as delivered, over the signature of the person so delivering; and the receipt thereof should be acknowledged over the signature of the person to whom it is delivered.—Jour. S.G.L., pp. 6542, 6590.—C.)

FORM H.—SUBPÆNA.

.....Lodge, No., I.O.O.F.

To

You are hereby notified and required to appear before the committee heretofore appointed to try the charges preferred by Bro. at on the day of..... 18..... at o'clock of that day, to testify as a witness therein on behalf of said Bro.....

By order of Committee,

..... Sec. Com.

FORM I.—NOTICE OF FILING REPORT.

..... Lodge, No., I.O.O.F.
 To 18...
 Sir and Bro.,—Take notice that the committee heretofore appointed to try the charges preferred against you by Bro.....
 have this day filed their report thereon, which will
 be considered by the Lodge at the meeting to be held on the
 evening of the day of 18...
 Yours in F., L. and T., Rec. Sec.

FORM J.—NOTICE OF APPEAL.

To Lodge, No..... I.O.O.F. :
 Take notice that the undersigned hereby appeals from the
 action and judgment of this Lodge in the matter of charges preferred
 against him by Bro. on the following
 grounds:—
 1st.—The evidence was insufficient to sustain such charges, or
 the report of the committee thereon, in this (*here insert wherein
 the evidence was insufficient*).
 2nd.—Errors committed at the trial, and by the trial committee,
 as follows:— (*Here insert errors complained of.*)
 Dated at the day of 18...

EVIDENCE AND WITNESSES.

1.—The evidence competent to be admitted before the
 Committee on Trial shall be:—

- a. Parol evidence (*i.e.*, testimony of living witnesses before the Committee).
- b. Depositions procured in the manner prescribed by the Sovereign Grand Lodge.
- c. Regularly certified minutes of the Lodge.
- d. Regularly proved documentary evidence. Hearsay evidence cannot be received. The Committee will determine the admissibility of evidence offered, subject to exception by either party. The exceptions so taken shall be noted by the Committee upon its minutes.

2. Members of the Order shall testify under their obligations as Oddfellows, according to "Form G," to be administered by the Chairman of the Committee.

In case either the party making a charge, or the party against whom a charge has been made, desires to have the evidence of any person not a member of the Order, the same shall be taken as follows:—

The party giving the evidence shall make a statutory declaration of all the facts relating to the matter within his own knowledge, in the manner provided for the taking of statutory declarations by chapter 37 of the Statutes of Canada, 37 Victoria (1874), and to be taken before any of the persons therein authorized to take such declarations ; and such declarations when so taken shall be received by the Committee appointed to try the case ; provided always, that the party procuring such declaration to be taken shall give to the opposite party forty-eight hours notice in writing of the time and place where and when such declaration will be taken, and the party receiving such notice shall have the right to attend at the time and place appointed, for the purpose of asking such questions as he may wish of the party making such declaration, and the replies to such questions shall be embodied in the declaration ; and in case such notice as is herein required shall not be given, such declaration shall not be received by the Committee in evidence. Should the party so notified not attend at the time and place appointed, the declaration shall be taken in his absence, and shall be received by the Committee as if the said party had been present.

3.—Depositions of absent witnesses shall be procured by interrogatories and cross-interrogatories, in the form prescribed by the Sovereign Grand Lodge, subject to objection by either party, to be determined by the Committee.

4. The attendance of witnesses must be procured by the party desiring to call them.

5. Any member of the Order refusing or neglecting to give evidence or produce documentary evidence in his possession, upon the application of the party requiring his testimony, shall then be required by the Committee to give such evidence, and if he shall refuse, after being so required by the Committee to give or produce such evidence, he shall be reported to his lodge, which lodge shall take such action as they may deem necessary to compel the production of such evidence.

RULES OF ORDER

FOR LODGES SUBORDINATE TO THE GRAND LODGE OF ONTARIO.

I. As soon as the Presiding Officer shall have taken the chair the officers and brothers present shall take their respective stations, and the lodge shall then be opened in ancient form.

II. The order of procedure after opening, shall be as follows :—

1. The calling of the roll of officers.
2. The reading by the Secretary of the minutes of the last lodge night ; the consideration of any objections which may be made to any part thereof, and their approval, with or without amendment, as the case may require.
3. The consideration of any excuses which may be offered by absentees from previous meetings.
4. The receiving and consideration of any reports from the Visiting Committee, or from other brothers who may have to report the fact of any brother being sick or in distress.
5. The nomination or election of officers, on the evening designated for such nomination or election.
6. The receiving and consideration of reports of Committee on Character, and balloting thereon.
7. The initiation of candidates for membership.
8. The receiving of propositions for membership, and their reference to Committees on Character.
9. The receiving and consideration of any reports of officers of Standing Committees, which may require to be made in pursuance of the by-laws.
10. The receiving and consideration of any reports of Special Committees, in the order of their seniority.
11. The reading and consideration of accounts and other communications in the hands of the Secretary.

12. Good and welfare ; being, *first*, unfinished business, in order of priority at former meetings ; and, *secondly*, new business.

13. The closing of the Lodge.

III. Any member offering a motion must do so in writing, if a request to that effect be made by the Secretary, the Presiding Officer, or the Lodge.

IV. No question shall be put by the Presiding Officer unless regularly moved and seconded, nor be open for consideration until so put ; and, when put, no other motion shall be receivable, unless it be a motion—

- | | |
|-----------------------------------|------------------|
| 1. To adjourn ; | 4. To postpone ; |
| 2. To lay on the table ; | 5. To refer ; or |
| 3. To put the previous question ; | 6. To amend. |

These several motions, if made, shall have precedence in the order above stated, and the first, second and third thereof shall be decided without debate.

V. The Previous Question shall be put from the chair, only after it shall have been ascertained that the call therefor is sustained by a majority of the members of the lodge present, and shall then always be put in the words following : “ *Shall the question be now put ?* ” which words shall be understood to have reference to whatever question may be pending immediately before such call for the previous question may have been made.

VI. If the vote of the lodge, taken pursuant to such call for the previous question be in the affirmative, the Presiding Officer shall thereupon forthwith put to vote the question so pending, immediately before such call, and shall allow no amendment or further debate thereon ; and if, on the other hand, the vote of the lodge be in the negative, the Presiding Officer shall be thereby precluded from putting to vote, during the remainder of the current term, the question pending as aforesaid.

VII. Any member may require the division of a question, when the sense will admit of it.

VIII. When a blank is to be filled, the question shall first be taken on the highest sum or number, or longest or latest time proposed.

IX. The Yeas and Nays shall be taken and recorded on the call of any member, duly seconded.

X. After any question, except that of indefinite postponement or the previous question, may have been decided, any two members, having voted in the majority, may, at the same or next regular meeting, move for a reconsideration thereof; but no discussion on the main question shall be allowed upon such motion.

XI. Any question decided by the Lodge shall not again be brought before it, otherwise than by reconsideration, as provided in the foregoing rule, unless notice thereof shall have been given at the meeting immediately preceding; and such notice shall not be received during the term in which the question has been decided.

XII. Every member shall have the privilege of speaking twice on any question, but not oftener, unless by permission of the Presiding Officer.

XIII. Any brother intending to speak on a question shall rise in his place and respectfully address the Presiding Officer, confining himself to the question, and avoiding personalities; and should more than one brother rise to speak at the same time, the Presiding Officer shall determine which is entitled to the floor.

XIV. The Presiding Officer, or any member, may call a brother to order while speaking; and, in such case, the debate shall be forthwith suspended, and the brother so called to order shall not proceed until the point of order thus raised be determined, nor speak upon such point of order unless it be to make necessary explanation or appeal from the decision of the chair.

XV. In all cases where a member may appeal from the decision of the chair, he shall use the words following, and none other, unless it be for necessary explanation: "*N. G., I respectfully appeal from the decision of the chair to the Lodge,*" and the lodge shall, after such explanation from the Presiding Officer as he shall deem necessary, proceed forthwith to consider and vote upon the question: "*Will the Lodge sustain the decision of the chair?*"

XVI. Any brother who may have been called to order for manifestation of temper, or improper feeling, must apologize to the lodge or to any aggrieved party, if required to do so by the Presiding Officer, and shall not speak again on the pending question, except to explain or apologize, unless permitted to do so by the Presiding Officer.

XVII. The Presiding Officer of the Lodge may, at any time, require all members present to vote upon any pending question, or may excuse any member or members from so doing.

XVIII. Brothers, not members of this Lodge, may address the lodge on receiving permission to that effect from the Presiding Officer.

XIX. No brother shall retire while the Lodge is open, without the permission of the Presiding Officer.

XX. A motion to suspend or alter the Order of Procedure, as contained in Rule II., for the remainder of the meeting, may, at any time, be carried by a vote of not less than two-thirds of the members present and voting thereon; but no motion to suspend or alter such Order of Procedure for a longer term shall at any time be put to vote.

XXI. These Rules, or any part thereof, shall only be altered, amended, suspended, or annulled (except in the case provided for by Rule XX.), by action of the Grand Lodge of Ontario.

BY-LAWS.

GRAND RIVER LODGE, No. 91.

PREAMBLE.

Order and regularity being essentially necessary for the preservation of that harmony that should at all times characterize Oddfellows, the brethren of Grand River Lodge, No. 91, on the registry of the Grand Lodge of Ontario, and by the authority given in the Constitution of the said Grand Lodge, do agree to the following By-laws :—

MEMBERSHIP.

1.—One week's notice shall be given verbally in open Lodge of intention to propose a candidate for membership.

2.—No application for membership shall be made known to any person, except a member of this Order, until after the same shall have been determined favourably by election.

3.—The proposer of a candidate for membership in this Lodge shall deposit in the hands of the Secretary, at the time of making such application, the sum of \$3, to be placed to the credit of the candidate's initiation fee, provided he appears for initiation within the required time, otherwise such deposit shall be placed to the credit of the Widows' and Orphans' Fund, except in cases of rejection, when such deposit shall be refunded, except \$1 to be paid the Surgeon for examination fee. No proposition shall be entertained unless accompanied by a licensed physician's certificate of good health, on the form provided by the Grand Lodge.

4.—Every Brother on his admission to the Lodge shall sign an agreement to abide by its Constitution and By-laws, and to pay all legal demands against him so long as he shall remain a member thereof ; and shall give his place of residence to the P. S., and whenever he changes his residence he shall notify the P. S. of such change, or forfeit his claim to the attention of the Visiting Committee. He must also sign an agreement that he will not proceed against the I. O. O. F. in the courts

of law, but will in all cases of grievances concerning Oddfellowship seek redress from the tribunals of the Order.

5.—No Brother shall enter or retire from the Lodge during Initiation or conferring Degrees.

6.—In balloting for members the ballot-box shall be placed in full view of the N. G., and the result having been inspected by the N. G., the Warden shall proceed with it to the chair of the V. G., who, having inspected the same, shall announce whether the ballot is favourable or unfavourable, and the N. G. shall declare the result to the Lodge.

MEETINGS.

7.—This Lodge shall hold its regular meetings every Friday evening, from the 1st of April to the 1st of October at 8 o'clock, and from the 1st of October to the 1st of April at 7.30 o'clock, except when Friday falls on a holiday—either statutory or one appointed by proclamation—then the regular meeting shall be held the previous (Thursday) evening. The N. G. may summon a special meeting whenever he shall deem it necessary, or when requested to do so by five members in good standing; provided always, that not less than eight hours' notice of the time and object be given by the Secretary, by means of a printed or written circular mailed to every Brother of the Lodge residing in town.

8.—Five members shall constitute a quorum for the transaction of business at any regular or special meeting.

9.—No business other than that for which such meeting may be specially called shall be discussed at such meeting.

ELECTION OF OFFICERS.

10.—Before proceeding to open the poll for an election of officers the N. G. shall appoint two Brothers of the Degree of Truth in good standing to be tellers, whose duty it shall be to guard the ballot-box, to count the votes given, and to make return thereof to the N. G. and to the Lodge.

11.—In balloting for the elective officers of the Lodge, and for representatives to the Grand Lodge or other officers, when more than one candidate is in nomination, the names of the respective candidates shall be written upon the ballots, and the election shall in other respects be conducted as provided by the Constitution, but only one name shall be written upon any ballot.

DUTIES OF OFFICERS.

Junior Past Grand.

12.—It shall be the duty of the Junior P.G. to attend regularly the meetings of the Lodge; to act as sitting P.G. for the term of six months; to deliver the charge of that office at initiation or see that the same be done by a P.G. or N.G.; to register in a book to be kept for that purpose, the name and residence of every widow, and the name, age and residence of every orphan child receiving Benefits from the funds of the Lodge; to pay over said Benefits to said widow or orphan; to watch over their welfare and interest; to visit them, if residing in this place, or within one mile thereof, at least once in each quarter, and oftener if necessary; to report their condition to the Lodge whenever occasion may require, and perform all other duties pertaining to his office.

Noble Grand.

13.—It shall be the duty of the Noble Grand to preside in the Lodge, to enforce the due observance of the Constitution and By-laws, and proper respect for the Grand Lodge of Ontario; to see that all officers of the Lodge and the members of the committees perform their respective duties as enjoined by the respective charges and by-laws; to take care that all fines not requiring a vote of the Lodge for their imposition be punctually charged on the books of the P.S.; to exercise a vigilant supervision in regard to all irregularities subjecting Brothers to fines or other penalties at the vote of the Lodge; to bring the same before the Lodge whenever known to him, without fear or favour; to take charge of the charter of the Lodge, to have it always in the Lodge while in session; to summon special meetings whenever he may consider it necessary, or when requested to do so by any five members of the Lodge in good standing; to appoint all officers and committees not otherwise provided for; to fill by appointment all vacancies occurring in committees or in offices originally filled by his appointment; to examine the ballot-box after every ballot for members; to ascertain and announce to the R. S. the result of all ballotings and votes; to give the casting vote in case of a tie on any question except those decided by ballot; to present a copy of the Constitution and By-laws to each Brother on admission; to ascertain from the P.S., his receipts since last Lodge night, and to announce the same to the Lodge; to cause the R. S.

to invite Brothers to attend the funeral of any Brother for whom the Lodge may be chargeable with a funeral Benefit; to take charge of such funeral in the absence of competent relatives; to receive the amount of and regulate the disbursements; to draw upon the Treasurer for all sums voted by the Lodge, or necessary for the payment of any Benefits due under these By-laws; to act as chairman of the Visiting Committee, and in the absence of any elective officer, or other officer appointed by the N. G. he shall appoint a qualified Brother *pro tem.* to perform the duties of such officer; he shall perform all other duties pertaining to his office as prescribed by the Constitution or By-laws of the Lodge, or by the charges and usages of the Order; and shall not take part in any debate, or make or second any motion while in the chair, except in case of appeal from his decision.

Vice Grand.

14.—It shall be the duty of the Vice Grand to assist the N. G., and in his absence to take the chair, except during an initiation, visitation of Grand Officers, or other important occasion, when he may cause the same to be done by a P. G.; to appoint his own Supporters, and the minority of all Committees on Character; to assist in examinations of the ballot at elections for membership; to act as a member of the Visiting Committee, and whenever the N. G. is absent to act as chairman thereof; to take special charge of the door under the N. G.; and to perform such other duties as are prescribed by the charges of his office and the usages of the Order.

Recording Secretary.

15.—It shall be the duty of the Recording Secretary to keep an accurate record of the proceedings of the Lodge; to take charge of, and keep in safety, the seal of the Lodge; to keep carefully and in good order all books, papers and other property belonging to his office, and to deliver the same to his successor in like good order; to fill up all certificates and cards granted by the Lodge; to write and duly despatch and copy into the letter-book all communications ordered by this Lodge, and to read the same at the next regular meeting under the head of unfinished business; to punctually issue all notices required by order of the N. G. or of the Lodge; to inform all candidates of their election, or rejection when the proposer of such candidate declines to do so, but without disclosing any other fact or circumstance connected therewith;

to examine the black-book in reference to all propositions for membership, and acquaint the Committee on Character in each case with the result of such examination; to fill out for the chairman of such committee a notice containing the names of the committee, and also those of the candidates and referees; to preserve and file all written resolutions, motions, accounts and reports upon which action has been taken by the Lodge; to keep written up in good order all books placed in his charge, and to carefully preserve all papers left with him; to attest all warrants for moneys ordered to be paid at regular meetings; to advise the P. S. of all votes of the Lodge imposing any assessment, or imposing or remitting any fine, and also all fines otherwise incurred by any Brother; and shall, at the second meeting in each month, enter upon the minutes of the Subordinate Lodge a statement containing the name of every Brother who received Degrees at the last Degree meeting, and also what Degree or Degrees he then received, and to record the same in a separate book; and perform all such other duties consistent with his office, as may be required of him by the Lodge and his charge of office; and for such services he shall be paid \$4 per quarter during his term of office.

Permanent Secretary.

16.—It shall be the duty of the Permanent Secretary to keep just and true accounts between the Lodge and its members; to charge and collect punctually all dues, charges, assessments and fines; to notify every Brother, by means of a printed or written circular mailed to his address at least two weeks previous to the close of each quarter of the amount of his arrears and of the amount of his regular dues for the three months in advance; to call the special attention of every Brother owing dues for eleven or seventeen months, as the case may be, to the provisions of these laws in such cases, by means of a written or printed notice to be mailed to his address; to advise the N. G., from time to time, of the names of all Brothers owing dues for twelve or eighteen calendar months, to the end that such provisions may be punctually carried into effect; to post up at the close of the meeting held on the first night of each quarter a list of the names of all Brothers whose account for dues remains unpaid; to receive all moneys due to the Lodge, and pay over the same forthwith to the Treasurer, taking his receipt for the same; to furnish the Lodge, at the first meeting in each term, with a written statement of all moneys received by him during the past term;

to have his books written up for the Finance Committee within twenty-four hours of the last meeting in each term; and to deliver up in good order to his successor all books, papers and other property pertaining to his office; to make out at the end of his term, for the Grand Lodge, a full return of the proceedings of the Lodge during the term: and for such services he shall be paid \$5 per quarter during his term of office.

Treasurer.

17.—It shall be the duty of the Treasurer to receive from the P. S. all moneys of the Lodge, and carefully take charge of and deal with the same in such manner as may be required by the By-laws of the Lodge, or by any vote of the Lodge duly passed in conformity therewith; to pay all warrants signed by the N. G. on account of Benefits due under these laws, and also all other warrants signed by the N. G. and R. S., but none others; to keep a correct account of all moneys coming into his hands; to advise the P. S. punctually of the state of his books whenever the said P. S. may require the levying of an assessment under these laws; to lay before the Lodge a statement of its receipts and disbursements at the first regular meeting in each term; to have his books written up for the Finance Committee within twenty-four hours of the last regular meeting in each term; and to deliver up, when legally called upon, all moneys, bonds, papers, books and other property of the Lodge which may be in his possession or charge to his successor, or to any other Brother or Brothers whom the Lodge may appoint to receive the same. Prior to his installation in office the Treasurer shall give to the N. G. or V. G., or to the Lodge, as the case may be, a bond, with two sureties to be approved by the Lodge, for the term for which he may serve, subject to such penalties and on such conditions as from time to time may be prescribed by the Lodge. He shall keep the capital account of the Lodge; enter all money transactions of the Trustees which are made by the authority of the Lodge; and make and present a written report of the same at the first meeting of each term; and for such services he shall be paid \$3 per quarter during his term of office.

Trustees.

18.—There shall be three Trustees of this Lodge, who shall at the second meeting in January in each year be elected by ballot. The duties of the Trustees shall be to take charge of the funds of the Lodge, except such funds as may be deemed

necessary to remain in the hands of the Treasurer, and invest the same subject to the approval of the Lodge. Each Trustee, before entering upon his term of office, shall give a bond, with two securities, to the N. G. and V. G., or to the Lodge, as the case may be, to be approved of by the Lodge, for the faithful performance of his duties as such Trustee. All Brothers elected as Trustees must be members of the Degree of Truth at the time of their election.

Warden.

19.—It shall be the duty of the Warden to take charge of the regalia and other property of the Lodge, except when a keeper is employed for that purpose; to act as chairman of the Property Committee, and perform such other duties as are prescribed by the charges of his office.

Chaplain.

20.—The Chaplain shall assist in opening and closing the Lodge, according to the requirements of his office.

Officers to Know their Duties.

21.—Every officer who may be required to state his duties, or to deliver any charge in the Lodge, shall commit his part to memory within two weeks after his installation.

Dismissal of Officers.

22.—Any officer charged with official misconduct may be suspended or dismissed from office by a vote of two-thirds of the Brothers of the Lodge present and voting on any motion to that effect; provided always that he has first received a fair trial according to Clauses 58-62 of the Constitution.

COMMITTEES AND THEIR DUTIES.

Standing Committees.

23.—The N. G. on the night of his installation shall appoint (subject to the approval of the Lodge) the following Standing Committees, to serve for the current term, viz.: A Visiting, a Finance, and a Property Committee.

Visiting Committee.

24.—The Visiting Committee shall consist of seven members, of whom the N. G. and V. G. shall be two *ex officio*.

25.—It shall be the duty of each member of this committee, on the day set apart for him, to visit every sick Brother of this Lodge after receiving information of his illness, provided he be in this place, or within one mile thereof, and to render him such necessary aid as the law provides or the Lodge directs, and report the same to the Lodge.

26.—It shall be the duty of the chairman of this committee to make such arrangements that sick Brothers of this Lodge, if within one mile of this place, shall be visited at least once each day during their illness by one or more members of this committee ; to keep a correct roll of the names of the Brothers, in the order in which they were initiated, for the use of the committee (the roll to be furnished by the P. S.), and, when circumstances require, it shall be the duty of each member, on the day set apart for him to visit, to call upon so many of the Brothers, in the order in which their names have been enrolled, as may be necessary to secure the attendance and services of at least two Brothers to watch nightly with sick Brothers.

27.—It shall be the duty of each member notified to attend the sick, to inform the N. G. at the same time such notice is given, whether he will attend or not ; and when he is unable to attend, except for sickness, he shall be charged \$1 and his place supplied as in case of residents out of the place. Should any member not inform the N.G. of his inability to attend, or neglect to attend after signifying that he would, then the Lodge, on motion, can order that he be fined an additional sum of \$1, as the circumstances of the case may permit ; but in no case shall the member so notified be exempt from paying the fine of \$1, as specified in the foregoing part of this clause (unless he was ill himself).

28.—In the case of contagious or infectious diseases, it shall not be incumbent on members of this committee to visit personally, or of other Brothers to watch ; and, if attendance be required, the committee shall employ a competent nurse, to be paid out of the funds of the Lodge, and report the same at the first Lodge meeting.

Finance Committee.

29.—The Finance Committee shall consist of three members, whose duty it shall be to inspect and report upon all accounts referred to them by the Lodge at or before the regular meeting next following ; and shall audit the books and

accounts of the P. S. and Treasurer at the end of each semi-annual term, and make a written report thereon ; also a report in full of the financial affairs of the Lodge at the second regular meeting in each term ; and audit the accounts of all officers and committees charged with the receipt or expenditure of moneys of the Lodge.

Property Committee.

30.—The Property Committee shall consist of three members, including the Warden, who shall be chairman thereof ; whose duty it shall be to take charge of all regalia and other effects of the Lodge not especially entrusted to particular officers or to other committees ; to procure such articles as may be necessary, or as the Lodge may direct ; to cause all repairs to be made to the regalia or other Lodge property as to them may seem fit or the Lodge direct ; and to make a full written report of their proceedings at the last meeting in each term.

31.—This committee shall in no case expend a greater sum in any one term than \$10 without the consent of the Lodge in regular form.

Committees on Character.

32.—It shall be the duty of all Committees on Character to ascertain carefully the age, state of health, profession, habits and character of the candidates referred to them, and to make report thereon to the Lodge at the next regular meeting.

Dismissal of Committees.

33.—Any committee, or member or members of committee, failing to discharge their duties to the satisfaction of the Lodge, may be discharged therefrom by vote of the Lodge to that effect ; and every committee or member or members thereof thus discharged shall forthwith surrender, on demand to that effect, to the N. G., or to such Brother or Brothers as the Lodge may appoint, all books, papers, moneys and such other properties of the Lodge as may be in his or their hands.

ADMISSION FEES.

34.—Every person admitted into this Lodge either by initiation, or as an Ancient Oddfellow, shall pay an entrance fee according to the following scale, viz. : From 21 to 25 years, \$5 ; from 25 to 30 years, \$7 ; from 30 to 35 years, \$9 ; from

35 to 40 years, \$11 ; from 40 to 45 years, \$13 ; from 45 to 50 years, \$20. And every Brother admitted by card shall pay a fee of \$3 up to 30 years ; from 30 to 40 years, 50c. per year additional ; and from 40 years upwards, \$1 per year additional.

QUARTERLY DUES.

35.—The regular contributions to be paid by every Brother of this Lodge into its funds shall be \$1.50 per quarter ; and on no account whatever shall any Brother be excused from such payment, which shall be made in advance at the first regular meeting in each quarter.

CONTINGENT FUND.

36.—For the purpose of forming a Contingent Fund, there shall be paid by every member of the Lodge in addition to the regular quarterly dues payable under By-law No. 35, the sum of 10c. per quarter, or a fraction of a quarter, to be charged and paid at the same time as the regular quarterly dues, and the amount shall be carried to the account of the Contingent Fund, out of which fund the Lodge may, by a majority vote, after the notice required by By-law No. 43, order the payment of any expenses deemed necessary for the welfare or prosperity of the Lodge by such majority.

OTHER CHARGES.

37.—The charges for Degrees in this Lodge shall be \$2 for each of the three Degrees. The amount of such charges must be deposited in the hands of the P. S. before any Brother can be balloted for to obtain a certificate entitling him to receive such Degrees, but shall be returned by the P. S. should such candidate be refused.

38.—For every Visiting or Withdrawal Card there shall be a charge of 35c., to be paid when application is made therefor.

FUNDS.

39.—There shall be carried to the credit of the Widows' and Orphans' Fund all moneys which at the time of the passing of these By-laws may be at the credit of the said fund ; one-eighth part of all quarterly dues ; all fines for neglect of duty ; all donations and bequests which may be made thereto ; all proposition fees of accepted candidates who do not appear for initiation within the required time ; and all moneys raised by

assessment in aid thereof. All other moneys accruing to the Lodge, except such as may be provided for any special fund, shall be carried to the account of the General Benefit Fund.

ASSESSMENTS.

40.—Whenever any Benefit or Benefits may become due and payable from either of the funds of this Lodge in the course of any one quarter, if the books of the Lodge do not show a sufficient amount to the credit of such fund to meet such Benefit, then the P. S. shall forthwith raise in aid of such fund, by an assessment to be laid in equal proportions upon all the members of the Lodge, the amount necessary to meet such Benefit or Benefits.

INVESTMENT OF FUNDS.

41.—Investment of all moneys of the Lodge, which it may not be deemed necessary to keep in the immediate charge of the Treasurer to meet ordinary disbursements, shall be made in and by the name of the Lodge (if incorporated, otherwise in the names of the Trustees of the Lodge), from time to time in such manner and with such security as the Lodge may require ; provided that no part of the funds shall be loaned to any member of the Order. All evidences or certificates of such investments shall be kept by the Trustees, and all dividends, interest and other income accruing therefrom shall be duly demanded and received by them, and the amount thereof paid over forthwith to the P. S., for delivery to the Treasurer. They shall present a written statement of any investment of principal, whether loan or deposit, made by them on behalf of the Lodge, at the first meeting after such transaction took place.

42.—All moneys of the Lodge, not invested as aforesaid, shall remain in the hands of the Treasurer, subject to the By-laws and orders of the Lodge ; but in no case shall the Treasurer retain more than \$100 to meet current expenses of the Lodge.

43.—No motion in any way relating to the investment of the funds of this Lodge, as provided by the By-laws, shall be put to vote at any meeting, whether regular or special, unless two weeks' notice of such motion has been given by the mover ; nor shall any motion for the appropriation of money (other than for the general purposes of the Lodge and for the relief of members of this or distant Lodges) be put to vote unless

one week's notice has been given, and a written or printed copy of such motion be sent to the address of every available member ; nor shall any such motion for the investment or appropriation of money be carried unless two-thirds of the members present vote in its favour.

SICK BENEFITS.

44.—Every Brother who has been a member of this Lodge for the space of six months, and is in good standing, if rendered incapable of following his usual or other attainable occupation by sickness or other disability, not proceeding from drunkenness or other immoral conduct on his part, shall receive a Benefit during such sickness or disability, at rates following, that is to say : If he shall have attained the Degree of Truth, \$4 per week ; if he shall have attained the Degree of Brotherly Love, \$3 ; if he shall have attained the Degree of Friendship, \$2.50 ; or if an initiate, \$2 per week (provided always, that no Benefit shall be paid for less than one week's sickness or disability) for each and every week during twelve months' continuous illness or disability, and \$1 per week after said twelve months' illness or disability. The Lodge may, by a two-thirds vote, continue to pay the maximum amount of Benefits for a longer time, as the circumstances of the case may require. In no case will sick Benefits be paid for a longer period than six weeks anterior to the receipt of notice by the Lodge of any sickness or disability ; nor will any Benefits be paid unless certified by the Visiting Committee or licensed physician. A member admitted on an unexpired Withdrawal Card shall be entitled to Benefits immediately on his admission to membership.

45.—In the event of its being necessary under the By-laws of the Lodge to provide and pay for a nurse to attend upon any sick member, he shall receive only one-half of the amount to which he would be entitled under the preceding By-law.

46.—Whenever any Benefit shall accrue to the account of a Brother payment shall be required therefrom of such quarterly dues as may be chargeable to the close of the then current quarter.

47.—If the Brother be a non-resident, it shall be necessary that a statement or statements of his case, setting forth the nature of his sickness or disability, and the time of its commencement and duration, be transmitted to the N. G. of this Lodge, certified by the N.G. of the Lodge nearest to the place

where he may be for the time resident or detained, and under the seal of such Lodge ; or, if he be not near any Lodge, by a justice of the peace, or a clergyman, or a licensed physician ; and such Brother shall thereupon receive the Benefit provided by the preceding By-laws.

48.—No Brother while under charges duly preferred against him on any matter pertaining to his right to Benefits shall be entitled to such Benefits ; but if afterwards acquitted in due course, he shall then be forthwith entitled to receive any Benefit or Benefits which, but for such charges, would have become payable to him while the same were pending.

49.—No Brother who shall be indebted to this Lodge for the amount of one quarter's dues shall become entitled to any Benefits until six weeks after such arrears shall have been paid in full.

50.—No Brother shall be entitled to any Benefits for sickness commencing while under disabilities.

FUNERAL BENEFITS.

51.—On the decease of any Brother in good standing in this Lodge the sum of \$30 shall be allowed as a funeral Benefit.

BENEFITS TO WIDOWS AND ORPHANS.

52.—The widow of a deceased member in good standing, he having attained the Degree of Truth, shall receive the sum of \$150 ; he having attained the Degree of Brotherly Love, the sum of \$145 ; he having attained the Degree of Friendship, the sum of \$140 ; and all Initiatory members, the sum of \$135 : the whole amount to be paid within one month after the death of such member.

53.—Further aid may be granted from time to time to any widow or orphan under the care of this Lodge, as her or their circumstances may require, and the funds will allow, on motion being put at any regular meeting and two-thirds of the members present and voting in favour of the same.

54.—Should a deceased Brother leave no widow, the said sum, according to the Degrees attained, as per By-law No. 52, shall be paid in like manner for the benefit of his orphan child or children, if any be under the age of fifteen years.

55.—Should the family of a deceased Brother be in need of a protector or guardian the Lodge shall, to the best of its

power, protect and assist them, and endeavour to place them in such a position as to enable them to be useful to themselves and to society.

RELIEF IN SPECIAL CASES.

56.—Whenever it may become known that any Brother of this Lodge has been reduced to a state of pecuniary distress by any sudden or unlooked-for dispensation, his case shall be referred to a special committee of three Brothers, whose duty it shall be to examine into the same, and report to the Lodge whether any and what sum in their opinion should be granted for relief; and it shall be competent for the Lodge, by a vote of not less than two-thirds of the Brothers present, to grant him any sum not exceeding \$50.

57.—If a member of a distant Lodge apply to this Lodge for relief, on presentation of his card, his case shall be referred to the N. G. and two or more members who have attained the Degree of Truth, who shall examine him, and if satisfied they shall be at liberty to contribute at once a sum not exceeding \$5. They shall report their action to the Lodge at the next regular meeting, when, if necessary, such further sum may be voted as shall be deemed proper, not exceeding \$10.

FINES.

58.—Any officer of the Lodge or member of a committee, neglecting to perform his duty, and failing to give a satisfactory excuse, may be fined such sum as the Lodge may see fit, not exceeding \$2.

59.—All fines incurred by Brothers or imposed by the Lodge shall be forthwith charged by the P. S. to the account of the Brother incurring them, and shall become due and payable in all respects as though they formed part of the regular quarterly dues for the ensuing quarter.

60.—No Brother who may be more than three calendar months in arrears for any Lodge dues shall be permitted to speak or vote in the Lodge until such arrears are paid in full.

61.—Any officer charged with a book or books, or key or keys, the want of which may deprive the Lodge of necessary books, papers, regalia, or other property, and failing to have the same in Lodge at the time of opening, shall be fined not less than 50c., whether such failure be at a regular, special or degree meeting.

62.—For every failure of the P. S. to have his books posted up for the Finance Committee, and members' accounts mailed to their address quarterly, as prescribed by these By-laws, he shall forfeit his salary for such quarter, and also for the quarter ensuing; and if such failure occur in the last quarter of his term of office he shall forfeit his salary for such quarter and pay a fine of \$5 within three months following such failure; and he shall in no case be excused from such forfeit and fine except by a vote of the Lodge in case of his sickness.

SUSPENSION AND EXPULSION.

63.—Any Brother being twelve calendar months in arrears shall, on due report thereof to the Lodge be declared by the N. G. to be suspended from membership (he having been first notified of the action that would be taken, a record of which shall be entered on the minutes), unless, on account of any special circumstances, the Lodge see fit, by vote, to determine a further term of payment, in no case to exceed three months.

64.—Any Brother being eighteen calendar months in arrears shall, on due report thereof to the Lodge, be declared by the N. G. to have ceased to be a member, unless, on account of any special circumstances, the Lodge see fit, by vote, to determine a further term of payment, though in no case to exceed six months.

65.—Any Brother guilty of improper language or conduct in Lodge; or who shall bring charges against a Brother on evidence which the Lodge shall not regard as sufficient to warrant him in so doing; or who shall knowingly misrepresent the qualifications of any candidate for admission; or who shall abuse or attempt to abuse in any way the benevolent intentions of the Order; or who shall be found guilty of fraud in any business transaction, or other dishonourable conduct, or of habitual drunkenness or immorality, or any infraction of the laws of the land, shall, after due trial according to the Constitution, be suspended from membership or expelled, as the Lodge may by vote determine.

66.—No Brother shall be permitted to appear in Lodge while under suspension from membership, nor until after he shall have paid up all dues to the Lodge charged or chargeable against him, as well during the term of his suspension as previous thereto.

67.—If any member of this Lodge shall disclose the rejection of a candidate for initiation, or for admission by card,

he shall, after due trial according to Clauses 58-62 of the Constitution, be subject to expulsion or such other punishment as the majority of the Lodge may determine; and whenever such rejection occurs, this clause shall be read to the Lodge.

68.—Should it at any time appear to the satisfaction of this Lodge that misrepresentation has been made in order to become a member thereof, it shall then become the duty of the Covenant Committee to prefer a charge against the member accused of such misrepresentation.

REGALIA.

69.—All officers shall wear the regalia of their respective offices while present in the Lodge, and all members may wear the regalia of the highest Degree they have attained.

DEGREES.

70.—Application for Degrees shall be made in the Lodge while open in the Degree of Truth. The fees are to accompany the application; the ballot is to be made therefor at the same meeting, whether regular or special, called for the purpose.

71.—On the rejection of any application for Degrees, the charge obtained for the same shall be at once refunded, or placed to the Brother's credit, as he may desire.

CARDS.

72.—The Lodge may by vote grant a Visiting Card to any Brother in good standing, on his paying up all dues accruing during the period for which the card is desired, including the fee for the card. Withdrawal Cards shall be balloted for after the applicant has paid all dues and charges to date, including the fee for the card, and, if a majority of white balls appear, shall be granted.

COVENANT COMMITTEE.

73.—This Lodge shall elect annually, at the first meeting in July, a Covenant Committee, consisting of three members in good standing, who shall be elected by ballot without nomination, a majority of votes being necessary to election. The duties of this committee shall be to deal faithfully with any Brother of this Lodge who may so far forget himself as to allow his passions to lead him into misdeeds, or be guilty of

dishonourable conduct in any way ; they shall, as soon as possible after hearing of such a Brother or Brothers' misconduct, proceed to investigate the matter, and endeavour to reclaim said Brother, and, if there be just grounds for bringing a charge into this Lodge against such Brother or Brother, it shall be the duty of this committee to do so.

74.—It shall also be incumbent on each member of this Lodge, seeing a Brother committing or engaged in committing a disgraceful act, to inform a member of the Covenant Committee of the facts.

SURGEON.

75.—It shall be competent for the Lodge to elect annually by ballot, on the first meeting in January, a licensed physician, whose duty it shall be to examine any candidate for admission into this Lodge : he shall certify as to the health of said candidate, on the prescribed form adopted by the Grand Lodge, and for such certificate he shall be paid the sum of \$1.

REFRESHMENTS.

76.—All spirituous, vinous and malt liquors shall be excluded from the Lodge-room and ante-rooms when under the control of the Lodge.

SMOKING, ETC.

77.—Any member who shall smoke a pipe, cigar or cigarette in the Lodge-room proper, or who shall be guilty of spitting upon the floor of the Lodge, shall be fined 25c. for each offence.

AMENDMENTS.

78.—No motion to repeal, suspend or amend these By-laws, or any part thereof, shall be put to vote until the same shall have been read in the Lodge at three consecutive regular meetings ; nor shall the consideration of or voting upon any such motion be postponed after such third reading, unless by a majority vote of the Lodge ; nor shall such motion of amendment be declared to prevail unless upon the final division thereon two-thirds of the members present and voting shall vote in favour of it.

REPEAL.

79.—All By-laws at the time of the passing of these By-

laws, either written or printed, in the books of Grand River Lodge, No. 91, I. O. O. F., shall be and the same are hereby repealed.

The foregoing By-laws come into force on the 5th day of November, 1891.

Certified, 28th Oct., 1891.

WM. A. RAWLINGS, *Chair. Com. Laws of Subordinates.*

Attest, 30th Oct., 1891.

J. B. KING, *Grand Secretary.*

JOHN KAY, *Chairman By-laws Committee.*

INDEX TO BY-LAWS.

	PAGE.
ADMISSION FEES.....	31
AMENDMENTS.....	39
ASSESSMENTS... ..	33
BENEFITS—	
Funeral.....	35
Sick	34
Widows' and Orphans'..	35
CARDS	38
COMMITTEES—	
Covenant.....	38
Dismissal of.....	31
Finance	30
On Character.....	31
Property	31
Standing	29
Visiting.	29
DEGREES	38
FINES	36
FUNDS	32
Contingent.....	32
Investment of	33
MEETINGS.....	24
MEMBERSHIP	23
OFFICERS—	
Dismissal of.....	29
Duties of.....	25
Election of	24
OTHER CHARGES.....	32
PREAMBLE	23
QUARTERLY DUES	32
REFRESHMENTS.....	29
REGALIA	38
RELIEF IN SPECIAL CASES.....	36
REPEAL	39
SMOKING	39
SURGEON	39
SUSPENSION AND EXPULSION.	37

INDEX TO CONSTITUTION.

	PAGE.
AMENDMENTS.....	12
BY-LAWS.. ..	12
FUNDS—	
Contributions	8
Disbursements	9
MEMBERSHIP—	
Admission	1
Cards	3
Degrees....	3
Re-admission...	4
OFFICERS—	
Appointed... ..	5
Duties and Powers .	6
Elective	4
Installation	5
Vacancies	5
PENALTIES	10
PREAMBLE	1
SESSIONS, TERMS AND RETURNS—	
Returns	7
Sessions.. ..	6
Terms	7
TITLE AND POWERS	1
TRIALS	10
<hr/>	
RULES OF PROCEDURE ON TRIALS.....	13
Blank Forms	15
Evidence and Witnesses	17
RULES OF ORDER	19



